

U.S. Department of Commerce			Performance Progress Report			2. Award or Grant Number 40-10-S13040	
						4. EIN 73-6017987	
1. Recipient Name STATE OF OKLAHOMA						6. Report Date (MM/DD/YYYY) 10/30/2013	
3. Street Address 3115 N. Lincoln Blvd.						7. Reporting Period End Date: 9/30/2013	
5. City, State, Zip Code Oklahoma City, OK 73105			8. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		9. Report Frequency x Quarterly		
10a. Project/Grant Period Start Date: 09/01/2013		10b. End Date: 08/31/2016					
11. List the individual projects in your approved Project Plan							
	Project Type (Capacity Building, SCIP Update, Outreach, Training etc.)	Project Deliverable Quantity (Number & Indicator Description)	Total Federal Funding Amount	Total Federal Funding Amount expended at the end of this reporting period	Percent of Total Federal Funding Amount expended		
1	Stakeholder meetings – Outreach and awareness	49					
2	Training Sessions	0					
3	Broadband conferences – FirstNet Pre-award	9					
4	Staff Hires (Full time) Matching FTE	1.21					
5	Contract Executions	1					
6	Statutory or Regulatory Changes	NA					
7	Governance Board Meeting	1					
8	Technical Steering Committee	3					
9	Other – training materials, brochure and videos	0					
10							

11a. Describe your progress meeting each major activity/milestone approved in the Baseline Report for this project; any challenges or obstacles encountered and mitigation strategies you have employed; planned major activities for the next quarter; and any additional project milestones or information.

Milestone activities: Oklahoma did not receive the grant award until late September; however, in anticipation of said grant (pre-award) we did establish our Governing Board and Steering Committee and met to discuss the project. In preparation for the project we conducted several meetings and went through a process to select a governance body and vetted them through State and local governments. We created a charter that included governance bylaws, had it approved by each layer of the governance and got it signed.

(Post-award) Immediately after receiving the grant award notification several state employees began working on the SLIGP in administration and financials. We have set up time tracking mechanisms for employees and are reviewing documentation to monitor the effort put forth to complete tasks and planning activities relevant to the project.

Other activities: We contracted the website (pre-award) and began working on development; we intend to go live in December with the site. (Pre-award) Ben Gherezgiher has spoken at several Public Safety meetings about the Broadband initiative as well as meeting with some possible partners. Three pre-award (59 attending) and 2 post-award (49 attending).

Next quarter: Our focus next quarter will be on hiring a consultant, PR interns, deploying the website and contracting with vendors to develop training materials.

11b. If the project team anticipates requesting any changes to the approved Baseline Report in the next quarter, describe those below. Note that any substantive changes to the Baseline Report must be approved by the Department of Commerce before implementation.

(Post award)The administrative group will meet with the financial support personnel to review our plan to see if any adjustments are needed in the next quarter.

11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.

Our work in this quarter was predominantly making adjustments to the grant documentation to facilitate the award and creating the organizational structure. We have made significant strides in getting Radio tower standards that are published and multi-tenancy agreements (not included in SLIGP funds).

11d. Describe any success stories or best practices you have identified. Please be as specific as possible.

Our biggest achievement was getting a charter with full details of the primary objectives, agreed on and signed, that tied fire fighters, medical emergency personnel, law enforcement and state transportation agencies with a common interest identified. This pre-award interest by public safety and partners through minimal initial contact is very encouraging.

We have passed a law in the state that makes all communication infrastructures under the state CIO making negotiations and collaboration much more efficient. We feel the State of Oklahoma is better suited at this time to take advantage of the opportunity that partnership with FirstNet may bring.

12. Personnel

12a. If the project is not fully staffed, describe how any lack of staffing may impact the project's time line and when the project will be fully staffed.

The grant was awarded in late-September; the project is not fully staffed but should be completed in the next quarter.

12b. Staffing Table			
Job Title	FTE %	Project(s) Assigned	Change
Grant Manager	35%	Governance and Steering Committee Organization, preliminary PR	Started work on SLIGP
Admin Support	50%	Admin. support, communication with committees, website development	Started work on SLIGP
ODOT Radio	20%		
LTE	50%		
Legal Attorney	25%	Providing legal consultation when needed	
Accountant	36%	Preliminary review of grant funding, set up time tracking, funding management	Started work on SLIGP

13. Subcontracts (Vendors and/or Sub-recipients) –

We are developing the RFP documentation to acquire consultant to guide our state moving forward with the specified milestones.

13a. Subcontracts Table – Include all subcontractors. The totals from this table must equal the “Subcontracts Total” in Question 14f.

Name	Subcontract Purpose	Type (Vendor/Subrec.)	RFP/RFQ Issued (Y/N)	Contract Executed (Y/N)	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated	Project and % Assigned
TBD	Phase I Support	Vendor	N	N			743,781		
TBD	Phase II Support	Vendor	N	N			801,718		
TBD	Conference locations & trainers (RURAL)	Vendor	N	N			41,600		
TBD	Overnight stays for trainers	Vendor	N	N			1,700		
TBD	Conference locations & trainers (LOCAL)	Vendor	N	N			5,200		
Oklahoma Interactive/Ok.gov	Website development	Vendor	Y	Y	3/29/2013	7/15/2013	10,000		
TBD	PR interns	Vendor	N	N			4,500		

TBD	Legal assistance with MOU's	Vendor	N	N			\$60,000		
TBD	Video production for training	Vendor	N	N			\$10,000		

13b. Describe any challenges encountered with vendors and/or sub-recipients.


None at this time.

14. Budget Worksheet

Columns 2, 3 and 4 must match your current project budget for the entire award, which is the SF-424A on file.
 Only list matching funds that the Department of Commerce has already approved.

Project Budget Element (1)	Federal Funds Awarded (2)	Approved Matching Funds (3)	Total Budget (4)	Federal Funds Expended (5)	Approved Matching Funds Expended (6)	Total Funds Expended (7)
a. Personnel Salaries		481,204	481,204		\$24,719	\$24,719
b. Personnel Fringe Benefits		0	0			
c. Travel	219,085		219,085	0		
d. Equipment	0		0			
e. Materials/Supplies	8,230		8,230	0		
f. Subcontracts Total	1,678,499		1,678,499	0		
g. Other	19,000		19,000	0		
h. Total Costs	1,924,814	481,204	2,406,018	0	\$24,719	\$24,719
i. % of Total	80%	20%	100%	0%	5%	5%

15. Certification: I certify to the best of my knowledge and belief that this report is correct and complete for performance of activities for the purpose(s) set forth in the award documents.

16a. Typed or printed name and title of Authorized Certifying Official Ben Gherezgiher, Public Safety Segment Director 3115 N. Lincoln Blvd. Oklahoma City, OK 73105	16c. Telephone (area code, number, and extension) (405) 521-6642
	16d. Email Address Ben.gherezgiher@omes.ok.gov
16b. Signature of Authorized Certifying Official 	16e. Date Report Submitted (month, day, year) 10/30/2013 (Revised 1/23/2014)1.2

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 10 hours per response for the application process, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Michael Dame, Director, State and Local Implementation Grant Program, Office of Public Safety Communications, National Telecommunications and Information Administration, U.S. Department of Commerce (DOC), 1401 Constitution Avenue, N.W., HCHB, Room 7324, Washington, D.C. 20230.